# CITY OF MAPLE GROVE PLANNING COMMISSION AGENDA JANUARY 11, 2021 7:00 P.M.



Due to the COVID-19 pandemic, the Maple Grove Planning Commission is transitioning to an online format for planning commission meetings. Appropriate City of Maple Grove staff and the City Attorney will also be attending online.

For items with a public hearing, comments may be submitted online at https://forms.maplegrovemn.gov/Forms/public-comment and will be read during the public hearing.

If you desire to speak at the meeting contact Community & Economic Development at 763-494-6040.

### 1. **OPENING BUSINESS**

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Oath of Office Chris Ayika, Susan Lindeman, Joe Piket and Chuck Lenthe
- E. Election of Chair and Vice-Chair

# 2. ADDITIONS OR DELETIONS TO AGENDA

Any Commissioner who wishes to delete item(s) from the Consent Agenda or add item(s) to the agenda shall move that at this time.

- 3. <u>CONSENT ITEMS</u> All matters listed under Consent Items are considered to be routine by the Planning Commission and will be enacted by one motion and in the form listed below. There may be an explanation, but no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Items and will be considered separately.
  - A. Minutes Regular Meeting December 14, 2020

# 4. <u>CONSIDERATION OF ITEMS PULLED FROM THE AGENDA</u>

# 5. <u>UPDATE ON CITY COUNCIL MEETING</u>

# 6. **OLD BUSINESS**

No items to present.

# 7. **NEW BUSINESS**

# PH A. Rice Lake Elementary School

Wold Architects & Engineers 13755 89<sup>th</sup> Avenue North

Conditional use permit for the proposed addition and site work at the existing school.

Received 11/25/2020, Jesse Corrow

8. <u>ADJOURNMENT</u> – All items acted on by the Planning Commission will be forwarded to the City Council for action at their next regularly scheduled meeting.

# **Consent Items**

# <u>DRAFT</u> – MAPLE GROVE PLANNING COMMISSION

December 14, 2020

CALL TO ORDER

A meeting of the Maple Grove Planning Commission was held at 7:00 p.m. on December 14, 2020 at the Maple Grove City Hall, Hennepin County, Minnesota. Chair Colson called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Planning Commission members present were Chair Larry Colson, Vice-Chair Chris Ayika, Lorie Klein, Craig Lamothe, Susan Lindeman, Chuck Lenthe, and Joe Piket. Present also were Karen Jaeger, City Council Liaison; Peter Vickerman, Planning Manager; Jesse Corrow, Associate Planner; Brett Angell, Economic Development Manager; and Scott Landsman, City Attorney.

ITEMS TO BE REMOVED FROM THE AGENDA None.

**CONSENT ITEMS** 

The following Consent Items were presented for the Commission's approval:

A. Minutes - Regular Meeting – November 30, 2020

Motion by Commissioner Piket, seconded by Commissioner Lenthe, to approve the Consent Items as presented. Upon call of the motion by Chair Colson, there were seven ayes and no nays. Motion carried.

CONSIDERATION
OF ITEMS PULLED
FROM CONSENT
AGENDA

None.

REVIEW OF THE CITY COUNCIL MINUTES FROM THEIR REGULAR MEETING OF Mr. Vickerman reviewed with the Commission what items the City Council approved that was given direction at the Planning Commission level.

Maple Grove Planning Commission December 14, 2020 Page 2

DECEMBER 7, 2020

**OLD BUSINESS** 

**NEW BUSINESS** 

**PUBLIC HEARING** 

HY-VEE FAST AND FRESH

HY-VEE, INC.

ELM CREEK BOULEVARD/ VILLAGE DRIVE, OUTLOT M

PUD CONCEPT STAGE PLAN AMENDMENT, DEVELOPMENT STAGE PLAN AND FINAL PLAT TO CONSTRUCT A 4,100 SQUARE FOOT HY-VEE FAST & FRESH WITH SEVEN FUEL DISPENSERS No items to present.

Mr. Corrow stated the applicant seeks a concept stage plan amendment, development stage plan and final plat approval for the purpose of constructing a convenience store with a fueling station on approximately 1.55 acres that is located in the southeast corner of The Village at Arbor Lakes at the intersection of Elm Creek Boulevard and Village Drive. A convenience store with gas at this location will require an amendment to the current concept plan that includes a quick service restaurant and separate coffee shop, both with drive throughs. It should be noted that an earlier concept plan included a pharmacy/convenience use at this location, the current proposal is somewhat similar in that it will offer convenience items to the nearby area. Staff commented further on the request and recommended approval with conditions.

# **STAFF RECOMMENDATION:**

Motion to recommend that the City Council direct the City Attorney to draft a Resolution and a planned unit development agreement approving the Hy-Vee Fast and Fresh PUD non-residential concept stage plan amendment, development stage plan and final plat, subject to:

- 1. The applicant addressing to the satisfaction of the City any remaining applicable comments contained in the memorandums from:
  - a. The Community & Economic Development Department dated November 24, 2020
  - b. The Engineering Department dated November 17, 2020
  - c. The Fire Department dated November 16, 2020
  - d. The Arbor Committee, dated December 10, 2020

The applicant shall acknowledge that Park Dedication requirements are based on staff review and recommendation to the Park and Recreation Board and their subsequent board action. Board meetings are held on the third Thursday of each month.

The applicant was at the meeting to answer questions.

Phil Hoey, Hy-Vee representative, thanked staff for the thorough presentation. He stated he was excited about this opportunity and he looked forward to bringing a Hy-Vee Fast & Fresh to Maple Grove.

Chair Colson opened the public hearing at 7:06 p.m.

The public was asked by Chair Colson if they had any comments to make regarding this application.

No one wished to address the Commission.

Motion by Commissioner Klein, seconded by Commissioner Lenthe, to close the public hearing at 7:07 p.m. Upon call of the motion by Chair Colson, there were seven ayes and no nays. Motion carried.

Motion by Commissioner Lenthe, seconded by Commissioner Piket, to recommend that the City Council direct the City Attorney to draft a Resolution and a planned unit development agreement approving the Hy-Vee Fast and Fresh PUD non-residential concept stage plan amendment, development stage plan and final plat, subject to:

- 1. The applicant addressing to the satisfaction of the City any remaining applicable comments contained in the memorandums from:
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  - d. The Arbor Committee, dated December 10, 2020

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Upon call of the motion by Chair Colson, there were seven ayes

# DISCUSSION ITEMS

# and no nays. Motion carried.

Chair Colson explained this would be his last meeting with the Maple Grove Planning Commission after 16 or 17 years of service. He stated he appreciated the opportunity to serve the community with this group. Mr. Vickerman thanked Chair Colson for his tremendous service to the City of Maple Grove.

Commissioner Lindeman thanked Chair Colson for his leadership on the Planning Commission.

Commissioner Ayika thanked Chair Colson for his dedicated service to the community.

# **ADJOURNMENT**

Motion by Chair Colson, seconded by Commissioner Piket, to adjourn the Planning Commission meeting. Upon call of the motion by Chair Colson, there were seven ayes and no nays. Motion carried.

Chair Colson adjourned the meeting at 7:12 p.m. to the next regularly scheduled meeting of the Planning Commission scheduled for January 11, 2021.

# New Business

# STAFF REPORT TO THE PLANNING COMMISSION January 11, 2021

# Rice Lake Elementary School **Conditional Use Permit**

**Applicant:** 

Wold Architects & Engineers

Jacob Cherry

332 Minnesota St, Suite W2000

St. Paul, MN 55101

Owner:

ISD 279 Osseo Area Schools

Dale Carlstrom 11200 93<sup>rd</sup> Ave. N.

Maple Grove, MN 55369

**Requested Action:** 

Conditional Use Permit

Location:

13755 89th Ave. N.

**Zoning:** 

R2, Residential

**Adjacent Land** Use and Zoning:

North:

R2, Single Family Residential

East:

R3 – PUD, Single & Two Family Residential Planned Unit Development R3 – PUD, Single & Two Family Residential Planned Unit Development

South: West:

R2, Single Family Residential

Application Received:

November 25, 2020

60 Day Review Deadline:

January 24, 2021

Additional 60 Day Review Deadline: March 25, 2021

# **STAFF COMMENTS:**

The applicant is requesting a conditional use permit for the purpose of a modification to the Rice Lake Elementary School which will consist of a six-class room addition, a gymnasium addition and an additional parking lot.

Staff Report to the Planning Commission Jesse Corrow, Project Manager- X6047 Rice Lake Elementary School Conditional Use Permit January 11, 2021 Page 2

#### Site Plan:

Both of the proposed additions are on the south side of the building and consist of 11,810 s.f. classroom addition that will accommodate six additional classrooms and extended learning spaces as well as a 7,870 s.f. gymnasium addition will be constructed for an indoor recreation space and will also serve as a storm shelter in order to meet Minnesota State Building Code Requirements. An outdoor classroom will be added between the two building additions and will adjoin to a new hard play area and playground. Staff is requesting that an additional sidewalk connection is made to the walking trail along Elm Creek Boulevard for easier and safer pedestrian access - this condition is noted in the attached memo. The new parking lot will contain 71 parking stalls and will be used primarily by staff during school hours. The timing of these improvements is scheduled for Spring 2021 with building occupancy targeted in September.

## **Park Improvements:**

Given the shared use of the outdoor facilities between the City of Maple Grove and Independent School District #279, Parks and Recreation staff were very much involved in the planning process for this proposal. One of their immediate concerns was the poor drainage that currently exists on the site, and with an increase in impervious coverage, drainage problems would only worsen. As a solution, the applicant is proposing to effectively address the issue by adding a series of catch basins that connect to a new storm pipe which is directed to an existing stormwater basin at the southwest corner of the property. These modifications to the site and the proposed additions were approved by the Park Board at their meeting on December 17, 2020.

It should also be noted that staff intends on re-using the existing playground equipment that was originally installed in 2017. Although the proposed location will remain as shown on the plans, the shape and dimensions of the soft play area may change in order to meet fall zone and ADA requirements.

### **Architecture and Landscaping:**

The classroom addition will be made up of matching brick and will have a relatively seamless transition from the existing building. The gymnasium will stand slightly taller than the existing building and will be constructed of precast concrete panels in order to meet the storm shelter requirement. These panels will contain five windows on both the east and west elevations and will be colored to match the brick color of the existing building.

Minor changes to Landscape Plan are needed so that all of the removed trees are replaced and to assure the variety of trees provided meet code requirements. The Arbor Committee will review the plan at their January 14 meeting and may provide additional comments.

Staff Report to the Planning Commission Jesse Corrow, Project Manager- X6047 Rice Lake Elementary School Conditional Use Permit January 11, 2021 Page 3

# **STAFF RECOMMENDATION:**

**Motion** to recommend that the City Council direct the City Attorney to draft a Resolution approving the Rice Lake Elementary School Conditional Use Permit, subject to:

- 1. The applicant addressing to the satisfaction of the City any remaining applicable comments contained in the memorandums from:
  - a. The Community & Economic Development Department dated January 4, 2021
  - b. The Engineering Department dated January 4, 2021
  - c. The Fire Department dated December 8, 2020
- 2. The new soft play area container will accommodate the existing playground equipment according to fall zone and ADA requirements.

The applicant shall acknowledge that Park Dedication requirements are based on staff review and recommendation to the Park and Recreation Board and their subsequent board action. Board meetings are held on the third Thursday of each month.

#### ATTACHMENTS:

Attachment A: Narrative

Attachment B: Location Map

Attachment C: Site Plans

Attachment D: Elevation Drawings

Attachment E: Public Comments

Attachment F: Memorandums



November 13, 2020

Peter Vickerman
City of Maple Grove
Planning and Economic Development Department
12800 Arbor Lakes Parkway
Maple Grove, Minnesota 55369-7064

Re: Independent School District #279 2021 Rice Lake Elementary School Additions Commission No. 202131

#### Dear Peter:

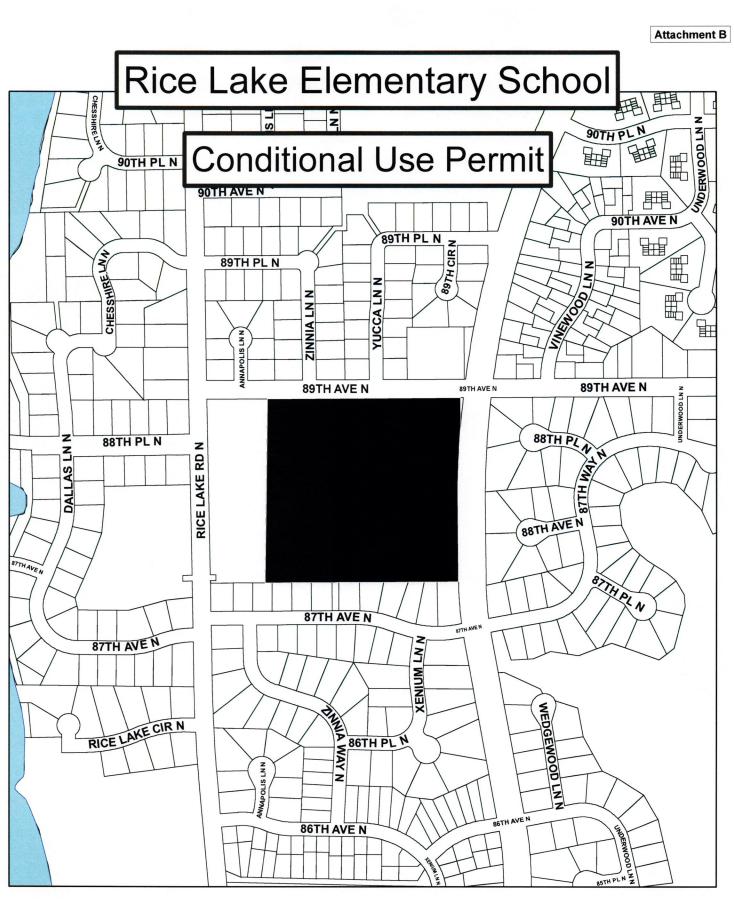
Please find enclosed a digital copy of the Conditional Use Permit Application Packet for the proposed additions at Rice Lake Elementary School for your review and consideration. The proposed additions consist of a six-classroom addition, extended learning spaces, and a gymnasium addition, which will serve as a full-building storm shelter. The additions will work to alleviate student capacity concerns, provide for an improved educational experience for the attending students, and address community life-safety concerns consistent with the recently adopted 2020 Minnesota State Building Code.

Sincerely,

Jacob Cherry

cc: Dale Carlstrom, ISD #279 Chris Ziemer, ICS Robert Sehm, Wold Lynae Schoen, Wold

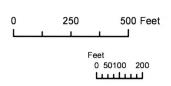
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# **NEIGHBORHOOD LOCATION MAP**





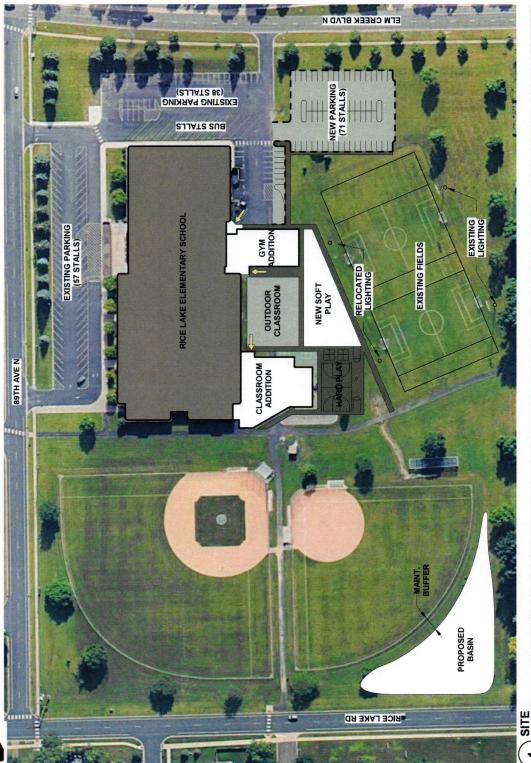


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1" = 100'-0"



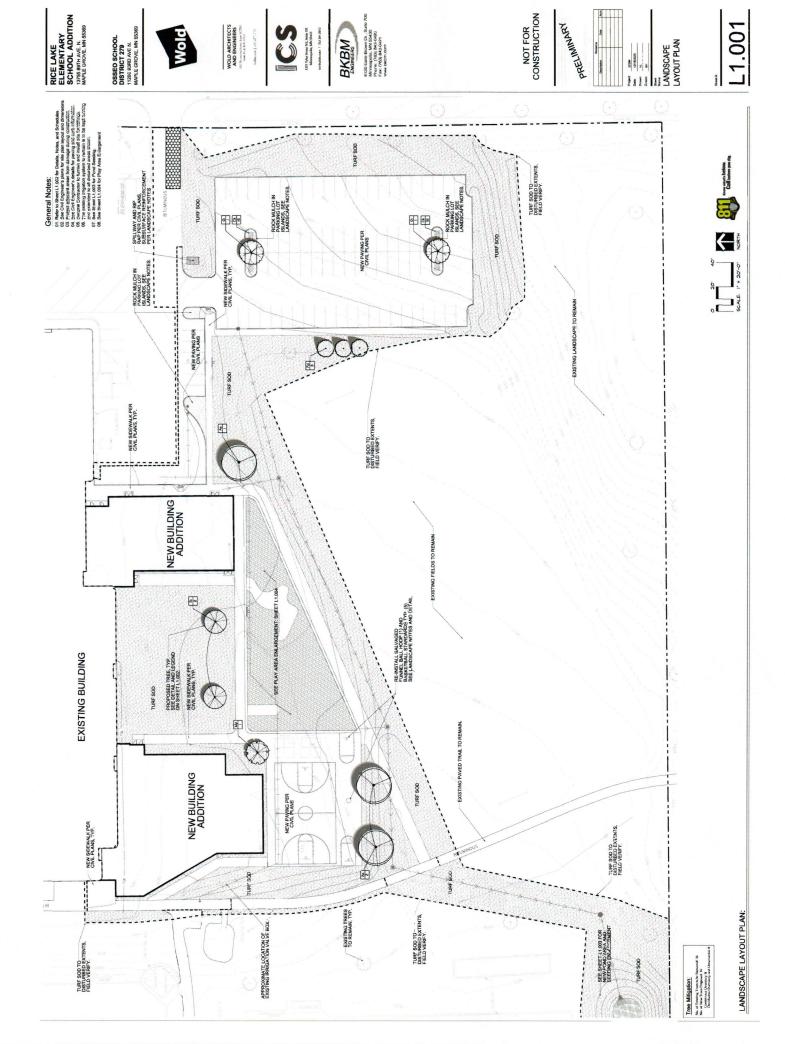


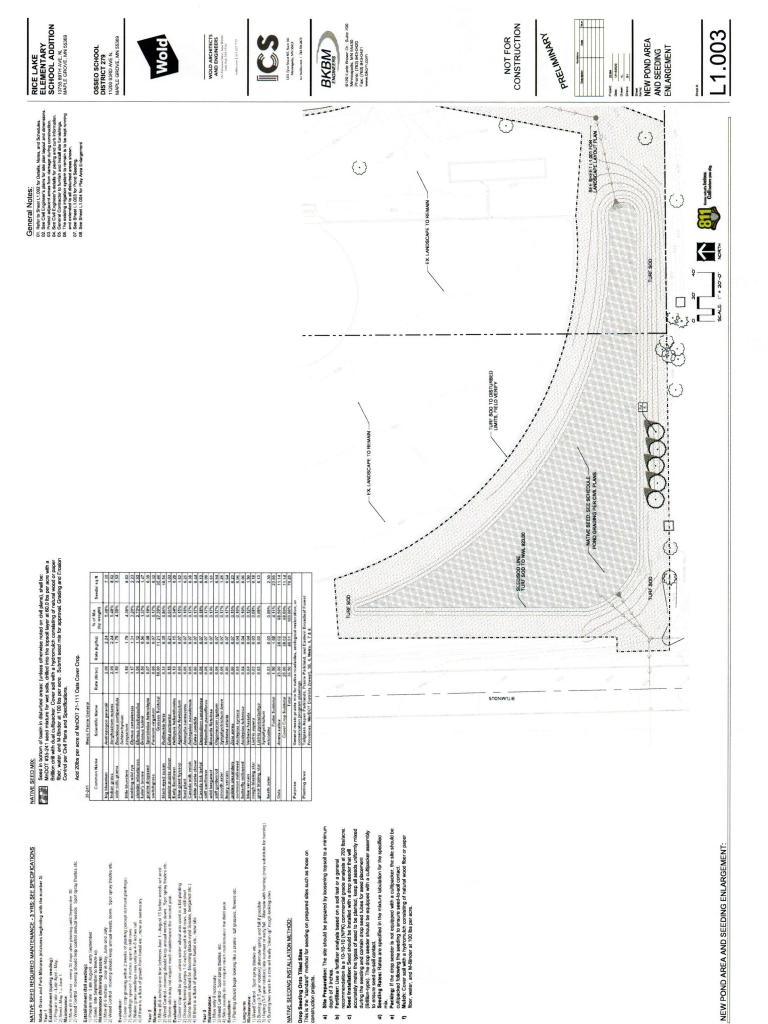
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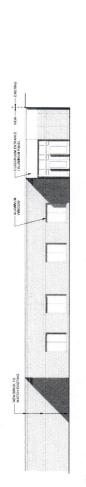
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OF NULS	46° CBurr	R-2535	831.80	SW - 927.33 NE - 927.57 N - 927.57	213 LF, OF 4" PIC 0 1.005, STRM #8
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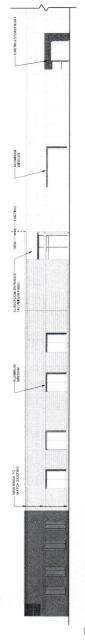








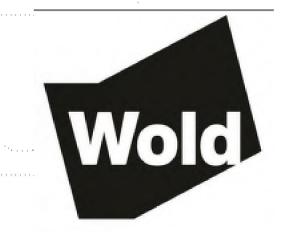
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# Independent School District #279

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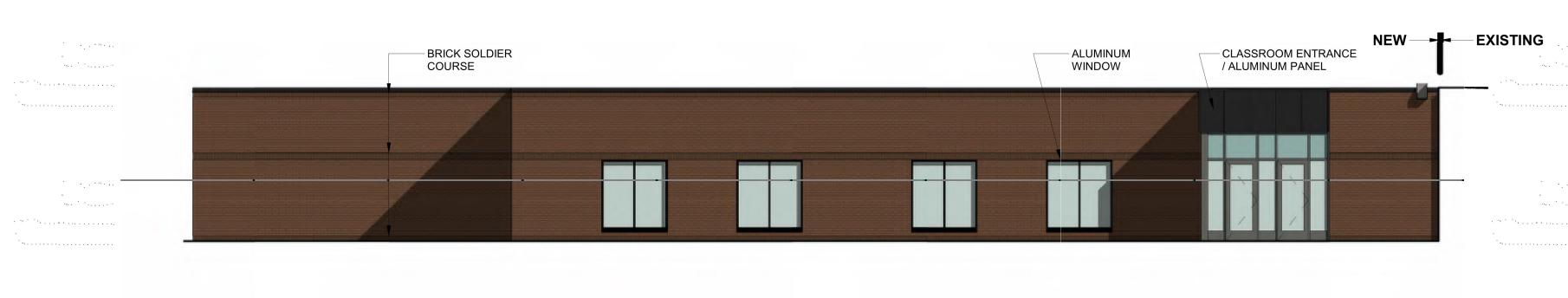
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Rice Lake Elementary School Additions

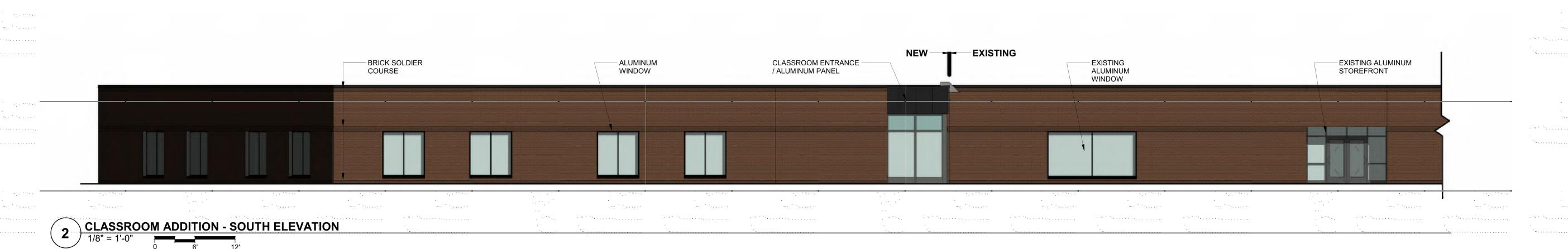


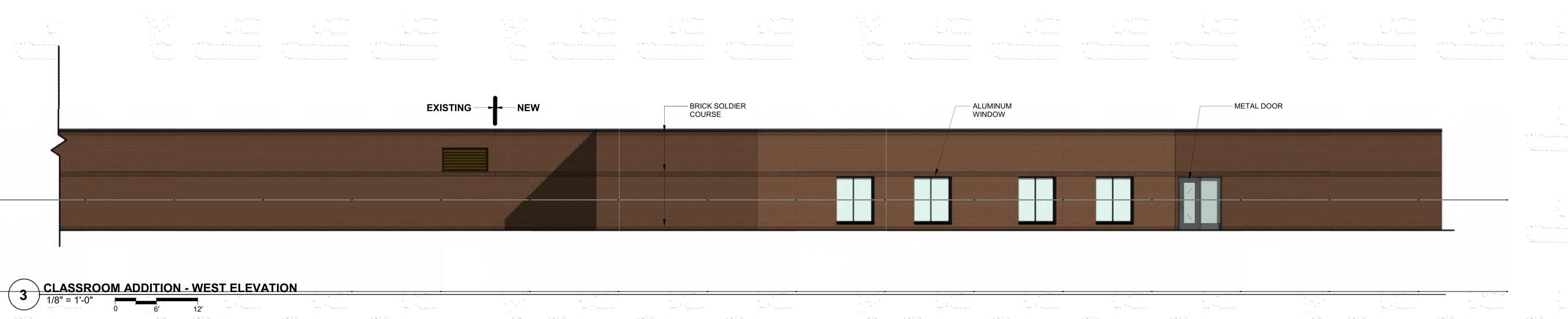
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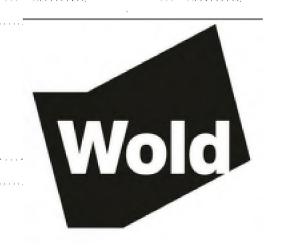
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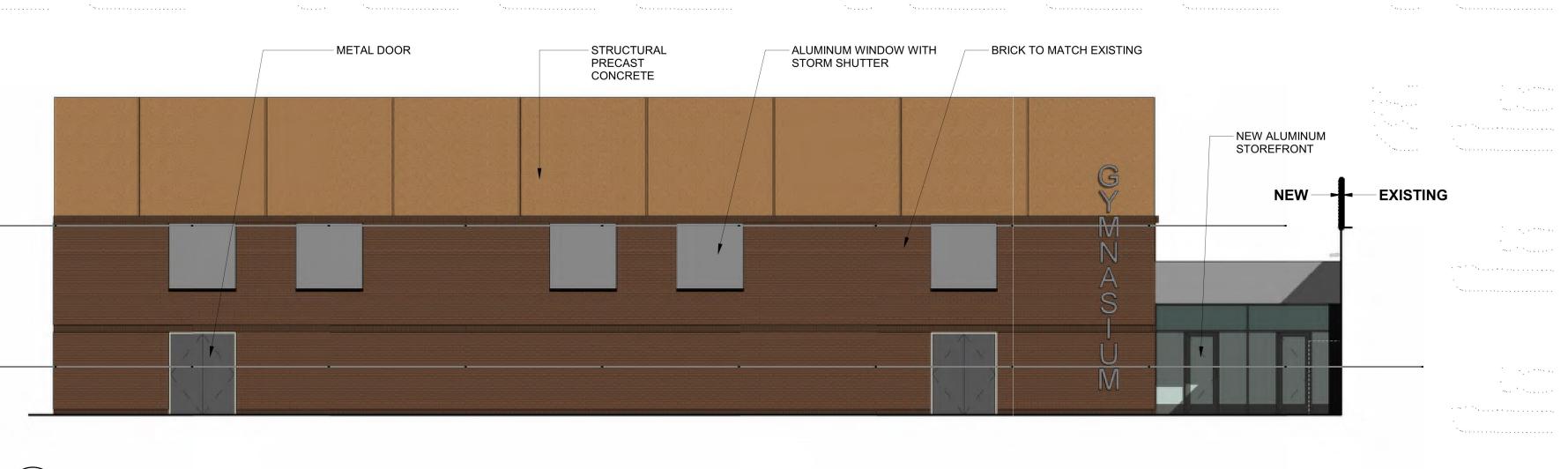
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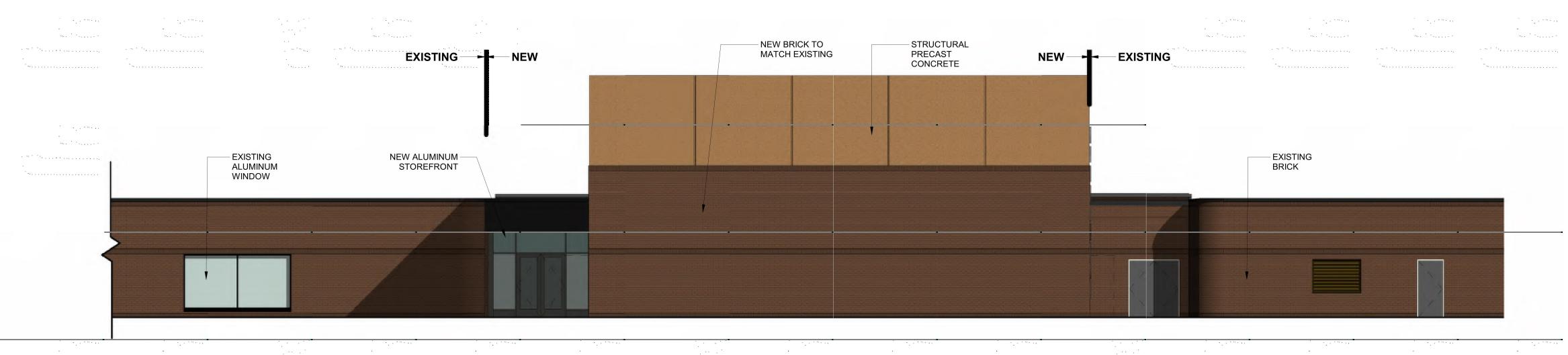
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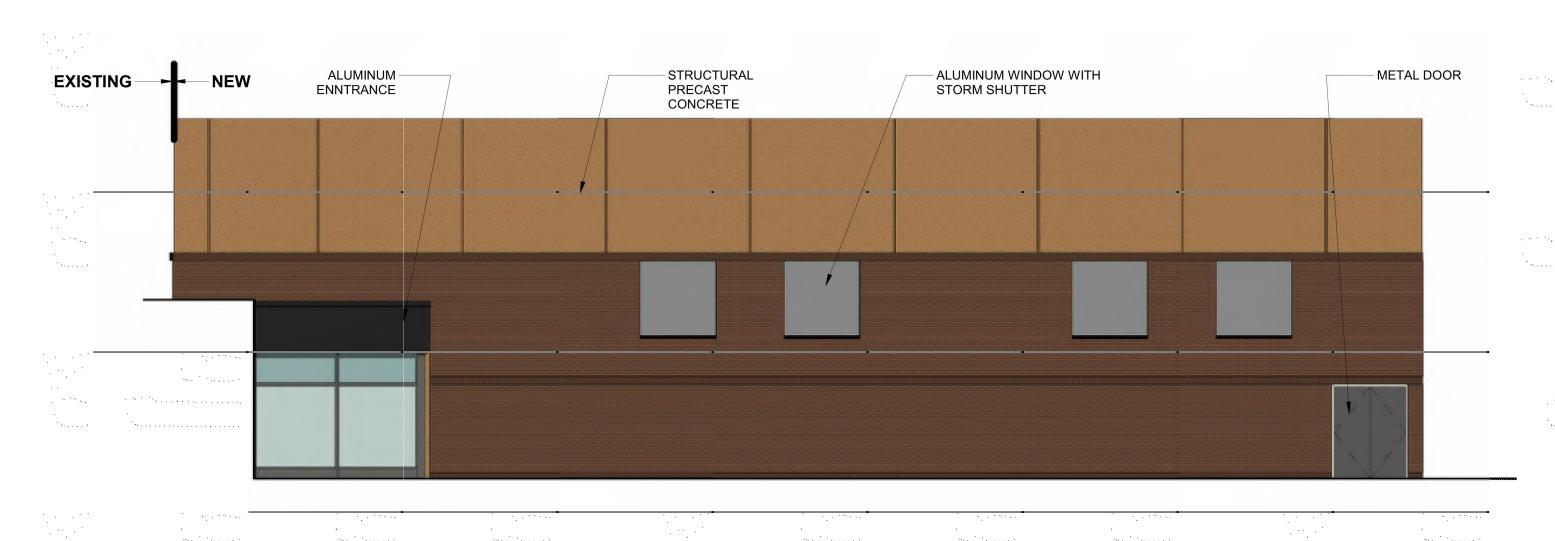
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Attachment E

# **Cindy Brown**

From:

LaserFiche@maplegrovemn.gov

Sent:

Wednesday, January 6, 2021 4:22 PM

To:

Edward O'Donnell; Cindy Brown; Jesse Corrow

Subject:

Planning Commission - Public Meeting Input from: Teresa Anderson

NOTE: This email is generated from the Public Comment website form.

Name: Teresa Anderson

Home Address: 13660 87th Ave N

eMail:

Has the following comments for Meeting: Planning Commission

Comments: Rice Lk Elem. Sch

Will there be an area that provides for a buffer for the homes that are adjacent to the school grounds which are not separated by a roadway? If so, what is the proposed distance between the school playfield, building(s) and parking lot and the adjacent homes?

Will the park and rec department be responsible for the playfields buffer or will the school district?

The concern is for continued increases in noise coming from the school grounds due to the playfields and parking lot.



# **MEMORANDUM**

TO:

Rice Lake Elementary Addition

FROM:

Community & Economic Development Department

DATE:

January 4, 2021

**SUBJECT:** CED Staff Comments

- 1. Given the shared use of the property as a public park, it would be beneficial to add sidewalk connection to on the east side of the school. Please provide a sidewalk connection along the north side of the new parking area extending to Elm Creek Boulevard.
- 2. Provide colored exterior elevation drawings of the additions indicating proposed materials and colors. Since the gymnasium addition will be made up of concrete panels, the exterior should at a minimum be shaded or colored to match the existing building.
- 3. No more than 20% of overstory trees onsite shall be made up of one genus. Please adjust the landscape plan so that no more than 8 of the same tree genus is proposed.
- 4. Trees must be replaced at a 1:1 ratio. Add one new overstory tree to the landscape plan to match the 14 removed trees.
- 5. Additional comments may be received by the Arbor Committee upon review of the proposed Landscape Plan at their meeting on Thursday, January 14<sup>th</sup>.
- 6. See additional comments provided by the Fire Department and Water Resources Engineer.

From:

Derek Asche

To:

Jesse Corrow; Jupe Hale

Cc:

John Hagen; Jay Murzyn; Kelly Matzke; Derek Asche

Subject:

FW: Updated Water Resources Review - Rice Lake Elementary Addition 1/4/21

Date: Attachments: Monday, January 4, 2021 10:20:15 AM

Letter of Credit Template 100218.pdf

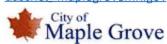
Stormwater BMP Maintenance Declaration template.docx Construction Activity Site Inspection Checklist.xlsx

Jesse, please see UPDATED comments below on the Rice Lake Elementary School Addition project. I will address the remainder with the grading permit. Thanks!

- 1. Plan set is dated 11/13/2020 revised 12/16/20
- 2. A signed copy of the plans is required for approval.
- 3. Permits and/or reviews required:
  - a. City of Maple Grove grading permit has been applied for.
  - b. Elm Creek Watershed review is in process
- 4. A Stormwater Facility Maintenance Agreement template is attached for your reference only. The City will draft the final agreement for execution by the Owner.

#### **Derek Asche**

Water Resources Engineer 763-494-6354 dasche@maplegrovemn.gov





12800 Arbor Lakes Parkway, P.O. Box 1180, Maple Grove, MN 55311-6180

### FIRE-RESCUE DEPARTMENT

Fire Operations 763-494-6300 763-494-6421 – Fax Fire Prevention 763-494-6090 763-494-6439-Fax

December 8, 2020

RE: Rice Lake Elementary Site Plan Review

We have reviewed the proposed concept plans for the Rice Lake Elementary expansion and have the following comments:

1. Design: Fire apparatus roads shall be designed with a 20 foot width and maintained to support the imposed loads of fire apparatus (77,000 lb. gross weight) and shall be provided with a surface to provide all-weather driving capabilities. Longitudinal grade shall not exceed 6 percent or lateral grade shall not exceed 2 percent. Both grades shall not be used together. Fire apparatus access roads shall be a minimum of 30 feet and a maximum of 80 feet from buildings and shall be positioned parallel to the side of the building. A 20-foot inside and a 40-foot outside turning radius shall be provided for fire apparatus access and approved turnarounds. Dead end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved turnaround. Maple Grove City Code, Chapter 18, Article III, Policy FPB-4

#### Comments:

- Appears to be met.
- 2. Water supplies for fire protection: Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 150 feet from a hydrant on a fire apparatus road, as measured by an approved route around the exterior of the facility or building, on site fire hydrants and mains shall be provided where required by the code official. Maple Grove City Code, Chapter 18, Article III, Fire Prevention Code, FPB-Policy 3.

#### Comments:

• Please relocate the hydrant to the island east of the new addition.

- 3. Location of Fire Hydrants and General Requirements: Hydrants shall be located within a reasonable distance from driving surface; five feet minimum from curb. If hydrant is located in a safety island and cannot be located back five (5) feet from the curb, the hydrant shall be centered in the safety island.
  - a. A fire hydrant shall be located within 100 feet of the fire department connection. FPB-3.
  - b. If hydrants are located in front of parking spaces or roadways, a fire lane will be designated in front measuring 10 feet in each direction. MSFC, Section 503.3; Maple Grove City Code, Chapter 18, Article III, Policy FPB-1
  - c. Fire hydrants and other fire protection equipment must not be obstructed or the view of the equipment blocked. A minimum clearance of five (5) feet shall be provided and maintained around fire hydrants and other fire protection equipment. The full-anticipated growth of the trees and shrubs must be considered when planting. A five (5) foot clearance must be provided when the landscaping reaches maturity. Any landscaping planted should be placed so it will meet the future clearance requirements at maturity. Maple Grove City Code, Chapter 18, Article III, Fire Prevention Code, Section 18-82.
  - d. Hydrants, gate valves, and valve boxes, etc., and their installation shall be in accordance with City of Maple Grove specifications.

Please contact me if you have any questions.

Sincerely,

Bill Beumer Fire Inspector 763-494-6095 bbeumer@maplegrovemn.gov

# Miscellaneous

# CITY OF MAPLE GROVE PLANNING COMMISSION AGENDA JANUARY 25, 2021 7:00 P.M.



Due to the COVID-19 pandemic, the Maple Grove Planning Commission is transitioning to an online format for planning commission meetings. Appropriate City of Maple Grove staff and the City Attorney will also be attending online.

For items with a public hearing, comments may be submitted online at https://forms.maplegrovemn.gov/Forms/public-comment and will be read during the public hearing.

If you desire to speak at the meeting contact Community & Economic Development at 763-494-6040.

### 1. **OPENING BUSINESS**

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call

# 2. ADDITIONS OR DELETIONS TO AGENDA

Any Commissioner who wishes to delete item(s) from the Consent Agenda or add item(s) to the agenda shall move that at this time.

- 3. <u>CONSENT ITEMS</u> All matters listed under Consent Items are considered to be routine by the Planning Commission and will be enacted by one motion and in the form listed below. There may be an explanation, but no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Items and will be considered separately.
  - A. Minutes Regular Meeting January 11, 2021

# 4. CONSIDERATION OF ITEMS PULLED FROM THE AGENDA

# 5. **UPDATE ON CITY COUNCIL MEETING**

# 6. **OLD BUSINESS**

No items to present.

# 7. **NEW BUSINESS**

# A. Edgewater on Cook Lake

The Excelsior Group 18962 Bass Lake Road and 7423 Walnut Grove Lane North PUD development stage plan and final plat to construct 58 single-family rental homes and one lot for a community building. Received 11/30/2020, Peter Vickerman

# PH B. Arbor Lakes Business Park

Duke Realty

Elm Creek Boulevard and Zachary Lane North

PUD concept stage plan approval for phase two, buildings a & b.

Received 12/22/20, Brett Angell

# PH C. Evanswood

**Excelsior Group** 

18100 101st Avenue North, 17690 101st Avenue North and 10325 Troy Lane

North

PUD concept stage plan to create a 358-lot, single-family detached, and 150-

unit, single-family attached neighborhood.

Received 12/28/20, Peter Vickerman

8. <u>ADJOURNMENT</u> – All items acted on by the Planning Commission will be forwarded to the City Council for action at their next regularly scheduled meeting.